



# The New Jersey Cultural Trust

## Restricted Donation Certification Form – Round III

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Please complete the form below and the following forms to request certification of a restricted donation under the rules of The New Jersey Cultural Trust. **A separate form must be completed for each individual donation.**

**For certification to be considered in the FY 03 fiscal year, the organization must be “qualified” and must submit complete application materials on or before March 17, 2003. If mailed, the application must be postmarked prior to the due date to: The New Jersey Cultural Trust, P.O. 529, Trenton, New Jersey 08625-0529. If hand-delivered, the application must be delivered prior to close of business on the due date to: The New Jersey Cultural Trust, 225 West State Street, 4<sup>th</sup> Floor, Trenton, New Jersey.**

An organization may apply for designation as a “Qualified” organization at any time.

Please note that all information submitted to the The New Jersey Cultural Trust is subject to the Open Public Records Act and will be made available upon request for public access with the exception of materials exempted by law, executive order, or by rule.

Name of organization: \_\_\_\_\_

Federal Employers Identification Number (FEI): \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ E-Mail \_\_\_\_\_

Principal Contact: \_\_\_\_\_ Title: \_\_\_\_\_ Phone: \_\_\_\_\_

NJ Legislative District: \_\_\_\_\_ Congressional Legislative District: \_\_\_\_\_

County: \_\_\_\_\_

The total value of all donations for which certification is being sought at this time: \$ \_\_\_\_\_

The total number of donations for which certification is being sought at this time: \_\_\_\_\_

**Please list all donations for which certification is being sought:**

	<u>Amount</u>	<u>Name of Donor</u>	<u>Date of Receipt</u>
1.	\$		
2.	\$		
3.	\$		
4.	\$		
5.	\$		
6.	\$		
7.	\$		
8.	\$		
9.	\$		
10.	\$		

Please attach a separate sheet if more than ten donations are involved with this submission.

One set of the following attachments are required and should be affixed to this application form:

- A copy of the official organization board minutes establishing an endowment **and** policies governing its use and management.
- Documentation of the existence of the endowment account(s) including the financial institution and the account number.

For each of the donations above, a separate sheet of information regarding it, along with other specific attachments must be submitted with this application.

**Certification:** We the undersigned attest to and certify that all statements made with this submission or provided as proof and corroboration of statements made with this submission are to the best of our knowledge and belief true and accurate and that the donation cited herein as well as any matching funds that may be received from The New Jersey Cultural Trust as a result of certification are and will be maintained as endowment principal in perpetuity unless the expressed written consent of The New Jersey Cultural Trust is received to dispose of such funds otherwise.

\_\_\_\_\_  
Authorizing Official's Signature

\_\_\_\_\_  
Printed Name, Title, Date

\_\_\_\_\_  
Authorizing Signature of Board

\_\_\_\_\_  
Printed Name, Office, Date

## The New Jersey Cultural Trust

### Individual Donation Form

Please correlate the below information to each donation listed on the application summary sheet

Name of Organization \_\_\_\_\_

Donation Number: \_\_\_\_\_ Amount/Value: \$ \_\_\_\_\_ Date received: \_\_\_\_\_

Donation Type (circle one):

- a. Cash
- b. Securities (describe): \_\_\_\_\_
- c. Appreciable Property (describe): \_\_\_\_\_
- d. Other (describe): \_\_\_\_\_

Donor's name: \_\_\_\_\_ Does Donor wish to remain anonymous? \_\_\_\_\_

Financial Institution and account number from which the donation came, if applicable:

- a. Financial Institution: \_\_\_\_\_
- b. Account Number(s): \_\_\_\_\_

Current disposition of the donation: \_\_\_\_\_

- a. Financial Institution: \_\_\_\_\_
- b. Account Number: \_\_\_\_\_

Cite any terms and conditions of the donation, which, if not met, would result in the donation's rescission: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

If the donation is other than cash, please explain how it is providing endowment income: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

The following attachments are required for each donation:

- A copy of the donation document received by the qualified organization from the donor. Documentation that the donation has been deposited into the endowment account.
- In the case of a donation of real property or other item of monetary value, a certified appraisal, deed, or other documentation describing the real property or item of monetary value, stating its fair market value as of the close of business on the day on which the donation is made (The Board reserves the right to require additional proofs of value. The Board shall make the final determination of value for purposes of the match.)